



## CEL 10<sup>TH</sup> ANNIVERSARY GRANT PROGRAM Guidelines

The Community Endowment of Lexington (CEL), an endowed fund of the Community Foundation for MetroWest, promotes a spirit of philanthropic giving to support organizations that are working to create solutions for current needs and that are implementing new ideas to improve Lexington for the future. We encourage grant applications that bring innovative thinking to issues big and small.

The Community Endowment of Lexington is thrilled to announce that, in celebration of our 10th Anniversary of giving, we are expanding our 2024 grant program. This year we will be awarding up to \$100,000 total in grants. In addition, individual grants will be funded up to \$15,000. We look forward to an exciting year of giving and to celebrating your extraordinary work throughout the Lexington Community. Please consider applying!

### GRANT PROCESS

CEL's Community Board is comprised of Lexington residents and is responsible for evaluating and providing grant awards. The 2024 grant cycle is an online process and will operate based on the following timeline:

- |                             |  |
|-----------------------------|--|
| ● January 29, 2024, 9:00 AM | Applications open <a href="#">online</a>           |
| ● March 15, 2024, 5:00 PM   | Deadline for proposals                             |
| ● Month of April            | Site visits and follow up conversations            |
| ● By end of May             | Applicants notified of decisions                   |
| ● Mid June                  | 10 <sup>th</sup> Anniversary and Grantee Reception |

### ELIGIBILITY

All applicants must:

- Be a registered 501(c)(3) nonprofit organization **OR** have an eligible fiscal sponsor **OR** be a Town of Lexington department, board, or commission
- Deliver programming that wholly or predominantly serves Lexington residents

**Additionally, please note the following:**

Non-profits and town agencies may submit an application each year. The quality, focus and impact of the applications are CEL's priority when awarding grants.

CEL gives strong consideration to new applicants and those who did not receive a grant the previous year.

CEL takes particular interest in grant applications that include a focus on collaboration, thereby supporting CEL's interest in building a strong, healthy community. CEL is looking for applications that feature a project that involves one or more nonprofits or town agencies working together in Lexington.

CEL will consider grant applications from religious-based organizations if the program they are applying for does not exclude anyone based on religion and the purpose and implementation of the program is in no way to promote a particular set of religious beliefs.

**WHAT CEL WILL FUND:**

- Programming (pilot, or expanded)
- Capital goods to advance programming or services offered (e.g., laptops)
- Capacity-building efforts including, but not limited to:
  - Strategic planning
  - Data and evaluation
  - Organizational development
  - Communications and marketing
  - Board of Directors training and/or planning (e.g., succession planning)

**WHAT CEL WILL NOT FUND:**

- CEL will not consider applications from past grantees who have not completed their most recent grant or have not submitted their final report by the submission deadline.
- CEL will not fund the same project/request more than once.
- Grants will **not** be awarded to projects focused solely on schools or seniors as other funding is available in Lexington that targets these specific demographics.
- Capital expenditure requests will not be considered.

**Focus Areas:**

• **HEALTH AND HUMAN SERVICES**

To support families, youth, and underserved populations in creating pathways that improve overall quality of life.

*(Grants will **not** be awarded to projects focused solely on Schools or older adults as other funding is available in Lexington that targets this specific demographic.)*

- **ARTS & CULTURE**

To support the cultural vitality of the Lexington community, including the visual arts, the performing arts, and historic preservation.

- **ENVIRONMENT**

To preserve Lexington's natural resources and to increase environmental awareness, education, and engagement.

- **COMMUNITY BUILDING**

To support increased volunteerism and community involvement, to strengthen civic engagement, and to emphasize collaborations that enhance community initiatives.

## **HOW TO APPLY**

1. Beginning January 29, 2024, applicants will have access to the online application.
2. If your organization is new to CEL or the Foundation for MetroWest, please create an account.
  - a. [https://bit.ly/cfmw\\_foundant](https://bit.ly/cfmw_foundant)
  - b. Multiple short video tutorials are available on the right side of the login page.
3. If your organization has applied to CEL or the Community Foundation for MetroWest in the past, please log into your existing account.
  - a. [https://bit.ly/cfmw\\_foundant](https://bit.ly/cfmw_foundant)
4. Once you are logged into your account, click on the Apply icon from the top menu bar.
5. Select **2024 Community Endowment of Lexington**.

**TO APPLY:** [https://bit.ly/cfmw\\_foundant](https://bit.ly/cfmw_foundant)

**DEADLINE: MARCH 15, 2024 AT 5:00PM**

*If you have questions regarding the eligibility or suitability of your proposal, we encourage you to email [grants@communityfoundationmw.org](mailto:grants@communityfoundationmw.org) as early as possible to schedule a time to discuss.*